

TOWN OF WESTON
P.O.BOX 1007
56 NORFIELD ROAD
WESTON, CT 06883

LANDSCAPE AND TREE WORK

Sealed bids for landscape and tree work at the Town Hall, Library, Jarvis and Onion Barn from May 1, 2016 to April 30, 2017 on the contracts listed below, will be received by the Town Administrator in the Town Hall until 12:00 noon on April 6, 2016 after which time they will be publicly opened and read aloud. No bids will be accepted after said date and time. Bids should be clearly labeled BID FOR LANDSCAPE WORK, TREE PRUNING, TREE SPRAYING, OR TREE FERTILIZATION and indicate which contract is being bid. Each contract will be awarded separately. All firms shall include, with their bid, a certificate of insurance showing coverage for workers compensation, automobile and general liability insurance. Contracts will be awarded based on previous performances, references, completeness of application and price. Submit bids to:

Tom Landry, Town Administrator
Town of Weston
56 Norfield Road, PO Box 1007
Weston, CT 06883

If you have any questions, please call the Selectmen's Office 203-222-2656.

**CONTRACT #1 – TOWN HALL, LIBRARY, JARVIS AND ONION BARN
MAINTENANCE LANDSCAPING**

ITEMS 1 - 10 SHOULD BE COMPLETED AT TOWN HALL, LIBRARY, ONION BARN, AND JARVIS MILITARY ACADEMY BY MAY 27, 2015

Responsibilities:

The bid is for Town Hall, Library (including Memorial Garden), Jarvis Military Academy, and Onion Barn properties. All debris must be removed from site and carted to Transfer Station. The Town of Weston will not charge a fee.

1. Weed and edge all beds and walkways, including along stonewalls on Norfield Rd.
 2. Apply an organic granular or liquid weed control to beds.
 3. Fertilize all shrubs with a granular or liquid fertilizer, with the exception of any trees that are in the beds.
 4. Town Hall front stone patio shall be sprayed for moss removal as needed through the season.
 5. Spray all walkways with weed control as needed during season.
 6. Check mulch around all ornamental and specimen trees (A through E below). Cut new, larger beds around trees as necessary, topdress with new mulch as needed. Specify amount (cubic yards) and type of mulch to be used. **DO NOT LET MULCH TOUCH TRUNKS OF TREES. Top dress with new mulch as needed during the season.**
- Mulch to be approved by Beautification Committee in advance of work.**

A. Trees at Onion Barn – maples and dogwoods.

B. Jarvis - dogwoods in southern lot, along Weston Rd at fence, and stonewall along Norfield Rd. Tea-cup magnolia, crabapple in front of root cellar.

C. All dogwoods at Town hall.

D. Miscellaneous trees in lawn at Library (15)

E. Memorial trees near Fire Dept and Police Dept.

7. Mulch all beds AS NEEDED, at Town Hall, Library, Jarvis as specified above. Include both sides of stonewalls along Town property on Norfield Road and Weston Road.
8. Spray one application of Round-Up on poison ivy that grows on stonewall along Norfield Road (Library, Jarvis and Town Hall) and on stone wall behind Town hall that abuts school field.
9. Apply weed killer on ground in front of raised bed stonewall and around perimeter of Onion Barn as needed during season.

FOLLOWING ITEMS SHOULD BE DONE DURING THE SUMMER (June-August)

Prune and dead head all shrubs during season. It will be up to the contractor to know the proper timing of each shrub (trees in bed are excluded).

Special attention should be paid to the walkway areas at Town Hall. Roses and viburnums should be pruned after blooming.

All shrubs that extend onto and over walkways should be pruned back.

1. Weed all beds around Town Hall, Library, behind Police Station and Onion Barn during season as needed. Include both sides of stonewalls along Town property on Norfield Road and Weston Road. Weeding should be done monthly through growing season until October 15th.
2. Remove weeds next to walkways at Police Station. Weed-wack around communication tower inside white fenced area 1/month
3. Remove aggressive vines on stonewalls along Weston and Norfield Roads and also in lilac bushes.
4. Provide an hourly rate for extra work that might occur during the year, i.e. planting, removing transplanting bushes, etc.

ADDENDUM TO MAINTENANCE CONTRACT

1. Library: All shrubs need hand pruning/shaping at appropriate times during the season. DO NOT SHEAR
Remove bayberry suckers.
Cut back bottom limbs of plants to expose juniper and barberry shrubs.
Remove all dead branches in shrubs. Remove barberry in center bed turn around.
Cut back hollies significantly.
Remove any invasive vines.
Library side entrance, both sides of walk: Cut back creeping juniper from underneath.
2. Cut back juniper at police parking area to eliminate overhanging growth into parking spaces and to expose parking signs.
3. Remove ivy around cedars along communication building. Mulch bed.
4. Prune back Andromeda, every third branch at front walk in front of Town Hall
5. Prune Inkberry at Town Hall (on Fire Dept side). Need to open up top of shrub to create a better sight line from interior, through window.
6. Prune Yews off building at side of Town Hall (facing firehouse driveway).
7. Prune shrubs along side of Town Hall outside of Meeting Room (facing firehouse driveway).
8. Check condition of soaker hoses for side walkway at Town Hall- south side of walkway and around corner in bed near AC units. Hoses must surround each plant. Replace hoses as necessary.
9. Clean up (rake and weed) wood chip bed around large oak behind poolhouse at Jarvis. Keep chips away from trunk of tree.

CONTRACT #2 – TOWN HALL, ONION BARN, LIBRARY AND JARVIS INSECT AND DISEASE CONTROL – All major shade trees, dogwoods, evergreens, including trees in beds.

Responsibilities:

1. Provide following applications once per year using least toxic methods of control. All product labels will be submitted to Beautification Committee for approval before use. Additional applications may be requested by Town.

Dormant Horticultural Oil (1x)

Fungicide (3x) at bud break and 10 day intervals for dogwoods & crabapples

Mugo pine: spray for sawfly, white birch: spray for birch leaf minor.

Insecticidal soap/horticultural oil for Boxwood Leaf Miner on adults in late April/early May

2. Make monthly inspections (3x) June – August of all trees and shrubs for disease and insect infestations.

**CONTRACT #3 – TOWN HALL, ONION BARN, JARVIS AND LIBRARY TREE
PRUNING – All major shade trees, dogwoods, evergreens including all trees in beds.
This also includes the trees in beds at Steephill and Kellogg Hill.**

1. Provide inspection of major shade trees, dogwoods, crabapples and evergreens including all trees in beds. Advise on pruning/cabling and give estimate for work needed. It is the responsibility of the contractor to know the proper timing for pruning each type of tree.
2. All debris must be removed from site and carted to Town Transfer Station.
3. Provide an hourly rate for extra work that might occur during the year.

ADDENDUM TO CONTRACT items that need to be included along with regular pruning

1. Shear Arborvitae at Police Station front doorway
2. Shear hollies at front steps of town hall.
3. Touch up hemlock hedge at Town Hall near Fire Dept.

CONTRACT #4 – TOWN HALL, LIBRARY, JARVIS, ONION BARN TREE
FERTILIZATION. All major trees, dogwoods, evergreens including all trees in beds.

1. Fertilize all major shade trees, dogwoods, evergreens, including all trees in beds. It will be up to the contractor to know the proper timing for each type of tree. Fertilizer to be approved by Beautification Committee.